

# **Rural Municipality of North Norfolk Council Minutes – February 10<sup>th</sup>, 2009.**

Minutes of the regular meeting of Council of the Rural Municipality of North Norfolk held in Council Chambers in MacGregor on Tuesday, February 10<sup>th</sup>, 2008.

**Present:** Reeve Neil Christoffersen, Councillors Bill Wieler, Leonard Friesen, and Art Wilcox  
Chief Administrative Officer Ivan Bruneau arrived at 9:20 a.m.

Councillor Karl Voeselek arrived at 1:15 p.m.

**Regrets:** Councillors Dennis Jarema, and Harold Unrau

## **Call to order**

Reeve Neil Christoffersen called the meeting to order at 9:00 a.m.

## **Minutes**

**24/09**

**Friesen – Wieler**

**BE IT RESOLVED** that the minutes of the Regular Meeting of Council of the Rural Municipality of North Norfolk held January 13<sup>th</sup>, 2009 and the minutes of the Joint Meeting of Council held January 26<sup>th</sup>, 2009 hereby be adopted as circulated.

"Carried"

## **Agenda**

**25/09**

**Wilcox – Wieler**

**BE IT RESOLVED** that the agenda prepared by the Chief Administrative Officer hereby be adopted as amended.

"Carried"

## **Reception of Delegations**

9:30 a.m. – Gerald Wiebe – Water Utility Concerns

Mr. Wiebe met with Council to review the invoices that he has received regarding water utility consumption. He indicated that the amount of water invoiced on his first invoice appears to be excessive. All the other quarterly invoices seem to be more reasonable. He also indicated that he had not received any correspondence regarding water connection hook up fees and charges nor did he receive information regarding water rates. Mr. Wiebe indicated that the Rural Municipality of Portage la Prairie was instructed to provide the water pipeline installation without prior consultation.

## **Reports of Committees**

**26/09**

**Wilcox – Wieler**

**BE IT RESOLVED** that the following reports hereby be received as information:

1. Reeve and Councillor reports
2. Nor-Mac Planning District meeting minutes of December 17<sup>th</sup>, 2008
3. Nor-Mac Planning District meeting minutes of January 21<sup>st</sup>, 2009
4. Emergency Measures Committee meeting minutes of January 27<sup>th</sup>, 2009
5. Chief Administrative Officer report

"Carried"

**27/09**

**Wieler – Friesen**

**BE IT RESOLVED** that Council have now had the opportunity to initially review the proposed building permits filed by the following individuals:

Permit No:	Roll Number	Location	Type of Structure Proposed
04/09	n/a	SW¼ 32-11-10 WPM	Ready-to-move home construction

; and,

**BE IT RESOLVED** that the permits hereby be forwarded to the Building Inspector for processing.

"Carried"

**28/09****Wieler – Friesen**

**BE IT RESOLVED** that Council hereby adopt the following policy:

"In the event that a water meter service relocation is required on a yard where a new home or water service is already located, the owner of the property will be responsible for so doing and will provide all plumbing work to move the water meter from one location to another or the cost of installing a new meter"; and,

**FURTHER BE IT RESOLVED** that when meters are installed or relocated our utility operator is required to inspect the meter installations.

"Carried"

**29/09****Wilcox – Wieler**

**BE IT RESOLVED** that Council of the Rural Municipality of North Norfolk hereby provide for the regional water connection fee for the Rossendale Community Centre.

"Carried"

**30/09****Wilcox – Friesen**

**BE IT RESOLVED** that the regular meeting scheduled for May 12<sup>th</sup>, 2009 hereby be scheduled for May 11<sup>th</sup>, 2009.

"Carried"

**Accounts**

Monthly Expenditures

**31/09****Wilcox – Voesenek**

**WHEREAS** Council of the Rural Municipality of North Norfolk has now reviewed the expenditures of the municipality for the period ending **January 31<sup>st</sup>, 2009**; and,

**BE IT RESOLVED** that Council hereby authorize payment of general operating cheques and payroll cheques #**200900577 – 200900698**, as well as cheques #**200900587 – 200900622** both inclusive totaling **\$519,531.71**.

"Carried"

**32/09****Wilcox – Voesenek**

**BE IT RESOLVED** that the month end Financial Statements and project reports hereby be received as information.

"Carried"

**33/09****Wieler – Friesen**

**WHEREAS** in review of the preliminary December, 2008 financial statement, the Austin Utility Operating Fund incurred an operating deficit of \$17,522.27;

**AND WHEREAS** Council would like to request the Public Utilities Board to authorize a deficit transfer from the Austin Utility Reserve Fund to cover the operating shortfall; and,

**BE IT RESOLVED** that the Chief Administrative Officer hereby be authorized to make an application to the Public Utilities Board for a deficit transfer from the Utility Reserve to cover the operating shortfall; and,

**FURTHER BE IT RESOLVED** that the transfer hereby be reflected in the 2008 Year-End Financial Statement.

"Carried"

**34/09**

**Voeselek – Wilcox** **WHEREAS** in review of the preliminary December, 2008 financial statement, the Rural Municipality of North Norfolk incurred an operating surplus; and,  
**BE IT RESOLVED** that the Council hereby authorize the Chief Administrative Officer to transfer from the General Operating Fund an amount of \$40,000.00 to the General Reserve Fund; and,  
**FURTHER BE IT RESOLVED** that the transfers hereby be reflected in the 2008 Year-End Financial Statement.

"Carried"

**Petitions & Communications**

a. Martha Dyck – Austin Credit Union – Borrowing authority

**35/09**

**Friesen – Wieler** **WHEREAS** Council deems it necessary to enter into arrangements with the Austin Credit Union Limited to borrow money for operating expenses for the fiscal year ending **December 31<sup>st</sup>, 2009**;  
**AND WHEREAS** the amount collected by the Rural Municipality of North Norfolk in taxes and grants in lieu of taxes in the fiscal year ending on **December 31<sup>st</sup>, 2008** was greater than **\$400,000.00**;  
**AND WHEREAS** it is anticipated that the Municipality may need to borrow up to **\$400,000.00** from the Austin Credit Union; and,  
**BE IT RESOLVED** that the Rural Municipality of North Norfolk do borrow from the Austin Credit Union, by way of line of credit agreement, promissory note or notes or otherwise, the sum of **\$400,000.00** together with interest at the rate of **0.00%** per cent per annum above the **Prime Rate (Presently 3.75%)**; and,  
**FURTHER BE IT RESOLVED** that the Rural Municipality of North Norfolk do mortgage and pledge all taxes to be collected as security for repayment of the amount borrowed; and,  
**FURTHER BE IT RESOLVED** that the Rural Municipality of North Norfolk undertake to deposit all taxes to be collected with the Austin Credit Union as security for repayment, but they will not be restricted to the taxes for repayment, will not be required to wait for collection of the taxes before it is repaid, nor will it be required to see that the taxes are deposited or applied; and,  
**FURTHER BE IT RESOLVED** that the **Reeve** and the **Chief Administrative Officer** are hereby authorized to execute, on behalf of the Rural Municipality of North Norfolk, all necessary documents necessary to give effect to the foregoing; and,  
**FURTHER BE IT RESOLVED** that all amounts so borrowed and interest will be repaid to the Austin Credit Union within the current year.

"Carried"

b. Ron Roteliuk – Central Plains Incorporated – Annual membership

**Noted & Filed**

c. Dick Menon – Manitoba Water Services Board – Regional Water rates

**Noted & Filed**

d. Vehicle Standards Inspections – Manitoba Public Insurance Corporation – Vehicle inspections

**Noted & Filed**

e. Ivan Didiuk – Canada/Manitoba Infrastructure Secretariat – Building Canada program

**36/09**

**Friesen – Wieler** **WHEREAS** Canada-Manitoba Infrastructure Secretariat have announced a Communities Component of the Building Canada Infrastructure program;  
**AND WHEREAS** Council of the Rural Municipality of North Norfolk would like to apply for funding to provide for additional regional water pipeline throughout the municipality;

**AND WHEREAS** Council would also like to apply for funding to replace all the existing water meters in the Local Urban District of Austin; and,  
**BE IT RESOLVED** that Council authorize the Chief Administrative Officer to have an application completed for additional regional water pipelines; and,  
**FURTHER BE IT RESOLVED** that a second application be forwarded for the replacement of water meters for all the properties currently consuming water within the Local Urban District of Austin.

"Carried"

- f. Scott Ferguson – Manitoba Telephone System – Easement Notification NE¼ 16-12-9  
**Chief Administrative Officer to respond**
- g. Chris Leach – Manitoba Community Planning – Subdivision approval SE¼ 23-11-10WPM  
**Noted & Filed**
- h. Glenn Negrich – Manitoba Emergency Measures Organization – Exercise requirements  
**Noted & Filed**
- i. Laura Spelliscy – Inter-Ridge Recreation District – Gladstone/Westbourne proposal  
**Noted & Filed**
- j. Shane McCartney – Canadian National Railway – Caye Siding Extension proposal  
**Chief Administrative Officer to respond**
- k. Joe Masi - Association of Manitoba Municipalities – Mayors, Reeves, and Chief Administrative Officer annual meeting

**37/09**

**Voesenek – Wilcox WHEREAS** the Association of Manitoba Municipalities have scheduled the 2009 Mayors, Reeves and Chief Administrative Officer Meeting on March 24<sup>th</sup>, 2009 in Headingley;  
**AND WHEREAS** the Reeve and the Chief Administrative Officer have indicated that they would like to attend the seminar; and,  
**BE IT RESOLVED** that Council hereby authorize the Reeve and the Chief Administrative Officer to attend the meeting as requested; and,  
**FURTHER BE IT RESOLVED** that all expenses to attend the meeting hereby be paid; and,  
**FURTHER BE IT RESOLVED** that all expenses incurred by the Chief Administrative Officer hereby be cost shared equally with the Town of MacGregor.

"Carried"

- l. Duncan McKinnon – Agriculture & Agri-Food Canada – Farm Debt Mediation awareness  
**Noted & Filed**
- m. Wes Pankratz – Whitemud Watershed Conservation District – Annual levy  
**Noted & Filed**
- n. David & Verna Thibodeau – Land purchase viability – 33-12-10  
**Chief Administrative Officer to respond**
- o. Chad Bodnarchuk – Manitoba Agricultural Museum Incorporated – Annual sponsorship program  
**Noted & Filed**
- p. Dave Wiebe – Proposed Septic Regulation Amendments – Manitoba Conservation  
**Reeve to address**
- q. Jeff Dyck – JR Cousin Consultants Limited – Long Plain First Nation Irrigation system  
**Noted & Filed**
- r. Eileen Cairns – Manitoba Telephone System – Easement Notification SW¼ 13-11-11  
**Chief Administrative Officer to respond**

- s. Jack and Kathy Anderson – Rossendale Water System  
**Chief Administrative Officer to respond**

**By-Laws:**

762/2009 – Remuneration to Members of Council

**38/09**

**Wieler – Friesen** **BE IT RESOLVED** that By-Law No: 762/2009 being a by-law of the Rural Municipality of North Norfolk to provide for the remuneration of the members of Council, hereby be given third and final reading.

For: Christoffersen, Wieler, Voeselek, Friesen, Wilcox  
Against: 0

"Carried"

**Unfinished Business**

- a. Trevor Guenter – Conditional Use application – 60 day (January 18, 2009) period expired  
**Postponed**

- b. Municipal Office Janitor – Colleen Spelliscy employment ratification

**39/09**

**Wilcox – Voeselek** **BE IT RESOLVED** that the Council of the Rural Municipality of North Norfolk hereby ratify the employment of Colleen Spelliscy as the custodian of the Municipal Office as recommended by the Joint Council Committee.

"Carried"

- c. Rural Municipality of North Norfolk representative for MacGregor Hall Board  
**Noted & Filed**

- d. Building Permit forms

**40/09**

**Wieler – Friesen** **WHEREAS** the Nor-Mac Planning District have adopted revised Building Permit forms to be used for the construction of buildings within the Rural Municipality of North Norfolk; and,  
**BE IT RESOLVED** that the new forms hereby be ratified for immediate use by the Rural Municipality of North Norfolk.

"Carried"

- e. "Do I Need a Building Permit" brochure

**41/09**

**Voeselek – Wilcox** **WHEREAS** the Nor-Mac Planning District have developed an Informational Brochure explaining the need and benefits of filing appropriate building permits; and,  
**BE IT RESOLVED** that the informational Brochure adopted by the Planning District entitled "Do I Need a Building Permit" hereby be approved for distribution.

"Carried"

- f. Building Permit fees revised

**42/09**

**Friesen – Wieler** **WHEREAS** the Nor-Mac Planning District have recommended that the Building Permit fees for the Rural Municipality of North Norfolk be reviewed; and,  
**BE IT RESOLVED** that the Building Permit fees for the Rural Municipality of North Norfolk hereby be revised as follows:

<b>Value of Building</b>	<b>Permit Fee</b>
\$0.00 - \$4,999.99	\$ 25.00
\$5,000.00 - \$24,999.99	\$ 50.00
\$25,000.00 - \$74,999.99	\$150.00
\$75,000.00 and over	\$250.00

; and

**FURTHER BE IT RESOLVED** that a Development Permit fee of \$25.00 hereby be changed for all permit applications for farm building construction.

"Carried"

g. Bill Vandenberg – Northwest Digital – Office server replacement  
**Noted & Filed**

h. Rick Walker – Gold Business Machines – Color printer proposal  
**Noted & Filed**

i. Gerald Wiebe – water consumption  
**Chief Administrative Officer to respond**

j. Resolution to attend Emergency Measures Organization conference

**43/09**

**Wilcox – Voeselek** **WHEREAS** the Manitoba Emergency Measures Organization has scheduled an Emergency Coordinators' workshop on February 17<sup>th</sup>, 2009 in Brandon;

**AND WHEREAS** Reeve Christoffersen and Councillor Wieler have indicated that they would like to attend the workshop; and,

**BE IT RESOLVED** that Council hereby authorize the attendance of the elected officials as requested; and,

**FURTHER BE IT RESOLVED** that all expenses to attend the seminar hereby be paid.

"Carried"

#### **General Business**

**44/09**

**Wieler – Wilcox**

**WHEREAS** the Chief Museum Officer of the Manitoba Agricultural Museum at Austin has advised that they would like to apply for funding under the Canada-Manitoba Building Canada Fund – Communities Component Agreement to install a roof on the existing grandstand;

**AND WHEREAS** the Manitoba Agricultural Museum have requested the support of Council for this project; and,

**BE IT RESOLVED** that Council of the Rural Municipality of North Norfolk hereby provide their support for the proposed initiative undertaken by the Manitoba Agricultural Museum at Austin.

"Carried"

**45/09**

**Friesen – Wieler**

**WHEREAS** Council of the Rural Municipality of North Norfolk would like to apply for funding under the Building Canada Fund – Communities Component of the Canada / Manitoba Infrastructure Programs;

**AND WHEREAS** Council would like to apply for the following projects listed in priority as follows:

1. Regional Potable Water Distribution,
2. Austin Water Meter Replacement Project; and,

**BE IT RESOLVED** that Council hereby authorize the Chief Administrative Officer to file funding applications to complete the projects according to the above listed priorities; and,

**FURTHER BE IT RESOLVED** that the funding required to complete the above described projects hereby be funded by the funds held in Reserves by the Rural Municipality of North Norfolk.

"Carried"

**Adjournment**

**45/09**

**Wilcox – Voeselek BE IT RESOLVED THAT** Council now adjourns. Time of day: 5:15 p.m.  
"Carried"

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Ivan Bruneau, CMMA  
Chief Administrative Officer  
(subject to errors and/or omissions)

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Neil Christoffersen  
Reeve